



ATLANTA CITY COUNCIL

FELICIA A. MOORE  
COUNCILMEMBER, DISTRICT 9

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55 TRINITY AVENUE, S.W.  
SECOND FLOOR, EAST  
ATLANTA, GEORGIA 30303  
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INTEROFFICE MEMORANDUM

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**To:** President Lisa Borders  
**From:** Councilmembers Moore, Martin, Maddox, Sheperd, and Willis  
**Subject:** Tree Conservation Commission Appointment  
**Date:** October 16, 2008

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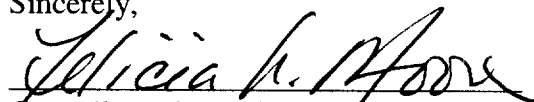
It is with great pleasure that we submit to you the resume of Mr. Matthew Arnett to fill the vacancy on the Tree Conservation Commission to represent Districts 9, 10, 11, 12 and Post 3 At Large.

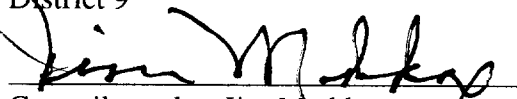
Mr. Arnett is a resident of District 9 and has expertise and knowledge of trees.

We are confident that he will be a great asset to the Tree Commission and will serve with great commitment and dedication.

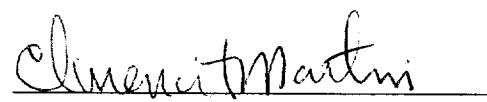
Attached is his resume for your review.

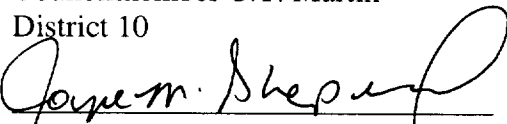
Sincerely,

  
Councilmember Felicia A. Moore  
District 9

  
Councilmember Jim Maddox  
District 11

  
Councilmember H. L. Willis

  
Councilmember C.T. Martin  
District 10

  
Councilmember Joyce Sheperd  
District 12

# Matthew Arnett

1253 Liberty Parkway, Atlanta, GA 30318

404-285-3939

arnett79@yahoo.com

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## OBJECTIVE:

To continue the growth and blend of supervision and leadership with the more than 6 years of management and excellent work experience achieved thus far in my career.

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## TECHNICAL SUMMARY:

Microsoft Suite (Word, Outlook, and Excel), Clear POS System, and Tomax POS System, Pivotal Prospect Management Tool

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## EDUCATION & CERTIFICATIONS:

**Bachelor of Science, 2001**

University of Georgia

Major: Horticulture  
Athens, GA

Georgia Certified Plant Professional

North Carolina Certified Plant Professional

1998 - Present

2005 - Present

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## PROFESSIONAL EXPERIENCE:

**Allied Waste Services~ Atlanta, GA**

**05/2008 -- Present**

### *Growth Representative*

- Identifies leads in field, manages prospects and acquires new front end revenue from commercial and industrial business.
- Prepares sales quotes and meets with key decision makers.
- Discovers current contract expiration of prospect, following up to keep in contact.
- Signs new business to contracted services.

**Pike Family Nursery ~ Atlanta, GA**

**03/1996 – 03/2008**

### *General Manager*

**Tucker Wholesale Store #55:**

**07/2007 – 03/2008**

~ Oversaw and coordinated the merger of three locations into one super site.

**Buckhead Retail Store #18:**

**02/2006 – 07/2007**

~ Highest grossing store in retail line of business.

**Marietta Retail Store #37**

**07/2004 – 01/2006**

**Roswell Retail Store #40**

**01/2003 – 06/2004**

- Responsible for managing projected sales goals and labor cost against budgeted employee cost as set forth through strategic fiscal budget planning.
  - Manage inventory shrink to budget.
  - Responsible for making strategic stocking decisions for each store based on customer demands and consumption of goods.
  - Educating customers and employees concerning horticultural knowledge of the region.
  - Work with senior management team to develop strategic 2007 plan for projected sales and labor budgets.
  - Supervise a staff of up to 45 employees, including hiring, coaching, and training.
  - Perform annual reviews.
  - Work with new manager trainees to aid in development/training of facilities and horticultural knowledge.
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- Oversee and lead shift and store meetings as well as teaching product knowledge.
- Accountable for maintaining a high level of customer service.
- Responsible for two physical inventories per year.
- Represent company at the annual Southeastern Flower Show and at college recruiting trips and career fairs.

*Assistant Store Manager, Co-Assistant Manager, Manager Trainee  
& Hourly Employee-Loader, Cashier, & Sales Assistant*

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03/1996 – 01/2003